

Vision Program Permitting Event Codes/Effective Dates

Basic Plan

Effective Dates Rules:

Standard – First day of the month after the STD. 700 is received by the personnel office

Mandatory – First day of the month following the event

Open Enrollment – First day of next plan year

New Enrollments/Cancellations

Permitting Event	Permitting Event Code	Permitting Event Date	Effective Date of Action	Time Limit to File Document
Eligible employee prior to automatic enrollment	01b	Appointment Date	Standard	No time limit
New enrollment (Permanent Intermittent Employee)*	04	June 30 or December 31	Standard (Effective date can be no earlier than August 1 or February 1)	60 days from the end of the control period
New enrollment of a former retired state employee who is currently enrolled in state COBRA vision benefits and reinstates as a permanent intermittent employee	04a	Appointment Date	Mandatory	60 days from event
Voluntary cancellation*	36a	Date signed	Standard	No time limit
Cancellation due to loss of eligibility (Permanent Intermittent Employee)	39	June 30 or December 31	August 1 or February 1	60 days from the event (eligible for COBRA)

*The Basic Vision benefit is mandatory under the Consolidated Benefits Program (CoBen), and employees in CoBen may not cancel their state-sponsored vision coverage.

Use code 04 for a permanent intermittent employee in BU 6 who is eligible following graduation from the academies of the California Department of Corrections and California Youth Authority. The effective date is the first day of the month after the STD. 700 is received by the personnel office.

Premier Plan

Effective Dates Rules:

Standard – New Enrollment - First day of the month after VSP receives Premier premium from SCO

Mandatory – First day of the month following the event

Open Enrollment – First day of next plan year

Enrollments/Changes/Cancellations

Permitting Event	Permitting Event Code	Permitting Event Date	Effective Date of Action	Time Limit to File Document
Newly Eligible Employee/New Enrollment -New to State Service	60	New Hire or Eligibility Date	Standard	60 days for employee to submit to their Human Resources
New enrollment of eligible employee through Open Enrollment	61	Date within Open Enrollment Period	First day of the next year	End of Open Enrollment Period
Enrollment of new spouse, domestic partner or eligible child.	61a	Date family member acquired	Standard	60 days from event
Enrollment of eligible dependent returning from military leave	61b	Date of event	Mandatory	60 days from event
Deletion of dependent due to commencement of military service	61c	Date of event	Mandatory	60 days from event
Change of custody or adding eligible child who has become dependent* on employee, including economic dependency created through a court order	61d	Date of custody change or dependent child is acquired	Standard	60 days from event
Cancellation due to death of employee	62	Date of death	Mandatory	No document necessary - discontinuance of premium payment or record of eligibility
Cancellation due to loss of eligibility/COBRA OFFERED	62a	Date of event	Mandatory	First day of the month following the event (eligible for COBRA)

Permitting Event	Permitting Event Code	Permitting Event Date	Effective Date of Action	Time Limit to File Document
Deletion of dependent due to loss of eligibility, divorce, dependent over age 26 (and not certified disabled prior to age 26), legal separation*, termination of domestic partnership, or death of employee. COBRA offered.	63	Date of Event	Mandatory	First day of the month following the event (eligible for COBRA)
Loss of Coverage	65	Date of Event	Mandatory	60 Days from event

Permanent Intermittent Employees

Permitting Event	Permitting Event Code	Permitting Event Date	Effective Date of Action	Time Limit to File Document
New Enrollment (Permanent Intermittent)	64	June 30 or December 31	Standard (Effective Date can be no earlier than August 1 or February 1)	60 days from the end of control period

**Employee cannot remove spouse while pending divorce.

NOTE: Employees enrolling in the Premier Vision Plan cannot use their Basic Vision Plan benefit, then enroll into the Premier Vision Plan and use the benefit again within the same plan year.

Retiree Plans

Effective Dates Rules:

Standard – First day of the month after the CalHR 695 or VSP document is received by VSP

Mandatory – First day of the month following the event

Open Enrollment – First day of next plan year

Permitting Event	Permitting Event Code	Permitting Event Date	Effective Date of Action	Time Limit to File Document
Newly Eligible retiree – new enrollment into retirement	50	Retirement Date	Standard	60 days from event/retirement date
Eligible Survivor of Benefits due to death of retiree	50a	Date of death of retiree	Standard	60 days from date of notice of determination of eligible survivorship
New enrollment of retiree through open enrollment	51	Date within open enrollment period	First day of the next plan year	End of open enrollment period
Enrollment of self, or self and dependents, after coverage as a dependent terminates for any reason (divorce, loss of spouse, etc.), except voluntary cancellations	51a	Date other coverage ended	Mandatory	60 days from event
Enrollment of self, or self and dependents after COBRA ends	51b	Date COBRA ended	Standard	60 days from event
Enrollment of new spouse or domestic partner and/or stepchild	51c	Date family member acquired	Standard	60 days from event
Enrollment of eligible dependent returning from military leave	51d	Date of event	Mandatory	60 days from event
Change of custody or adding child who has become economically dependent on employee including economic dependency created through a court order	51e	Date of custody change or economically dependent child is acquired	Standard	60 days from event
Voluntary cancellation (open enrollment only)	52	Date signed	Open Enrollment	January 1 st of next plan year if minimum enrollment met

Permitting Event	Permitting Event Code	Permitting Event Date	Effective Date of Action	Time Limit to File Document
Cancellation due to death of retiree – no survivor	52a	Date of death	Mandatory	No document necessary – discontinuance of premium payment or record of eligibility
Cancellation due to death of retiree and survivor declines continuation of vision benefits	52b	Date signed	Standard	60 days from date of death
Cancellation due to loss of eligibility (non-eligible survivor), COBRA offered	52d	Date of event	Mandatory	First day of the month following the event (eligible for COBRA)
Deletion of dependent due to loss of eligibility (non-eligible survivor, divorce, dependent over age 26 [and not certified disabled prior to age 26], dependent under age 26 no longer economically dependent), legal separation, termination of domestic partnership, or death of retiree – COBRA offered	53	Date of event	Mandatory	First day of the month following the event (eligible for COBRA)
Deletion of dependent only due to dependent becoming an active state employee on their own plan (dependent obtains other state coverage)	54	Date of event	Mandatory	First day of the month following the event
Cancellation due to retiree returning to work as a state active employee and becomes covered under Basic Plan	55	Date of event	Mandatory	First day of the month following the event

*Retiree vision benefit enrollment is continuous through the entire plan year (and overlapping plan year depending on date of enrollment), unless a permitting event occurs. Voluntary cancellation must meet the minimum plan requirements. After the initial enrollment is processed by the vision plan carrier, the retiree should contact the vision plan carrier to report applicable permitting events.